

Reporting IEP Students as CTE Program Completers

The Career and Technical Education (CTE) Division has received questions asking if it is possible to report as a “program completer” a CTE student who has an Individual Education Plan (IEP). With current focus on reliable and accurate data based on very specific definitions and collected by the US Office of Vocational and Adult Education, and considering the circumstances of the unique IEP, please use the following parameters in determining whether or not it is appropriate to report a CTE IEP student as a “program completer”:

The AZ definition of a CTE “program completer” is a concentrator (achieved at least two Carnegie units/credits in a single CTE approved program, with at least one unit in a Level III course) who has either passed the state-adopted technical assessment or in the absence of an assessment, has passed at least 80% of the total program competencies and is documented as attaining at least 80% of the occupational Level III program competencies.

To be reported as a CTE “program completer,” an IEP student participating in CTE must have an Individualized Vocational Education Plan (IVEP) related to and in addition to the required IEP and Transition Plan. The IVEP may be combined with or attached to the IEP and should be facilitated by the district special education personnel responsible for the IEP. This IEP/IVEP must be developed based on the student’s Least Restrictive Environment and Transition Plan, with input from the vocational instructor, as well as other appropriate individuals.

Certainly, if at all possible, every student would ideally meet the AZ definition of a program completer. However, in the event that a documented disability prevents the student from meeting that definition, the I(V)EP for this student must list the specific occupational competencies (including instructional modifications/strategies necessary for the student’s success) which the individual must attain in order to be considered a program completer. Please visit <http://www.aztechprep.org> for a listing of the current CTE program competencies. Keep in mind that the IEP is considered legal documentation to designate graduation, in addition to CTE program completion.

In the future, AZ CTE assessments will be organized around CTE program competencies, making it possible to assess students in various ways throughout the CTE program experience. To view the draft list of assessment resources, please visit the ADE website at <http://www.ade.az.gov/cte/WhatNew>. In the meantime, attainment of specifically designated competencies for CTE IEP students must be documented and available for verification in the same way other competency attainment is documented for non-I(V)EP students. Samples of acceptable competency recordkeeping forms for all CTE programs can be found at <http://www.aztechprep.org>.